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Tender

## **Taxi and Transport Service for Passengers and Urgent Packages**

NHS Greater Glasgow and Clyde

F02: Contract notice

Notice identifier: 2024/S 000-032746

Procurement identifier (OCID): ocds-h6vhtk-04a7ef

Published 11 October 2024, 11:13am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

NHS Greater Glasgow and Clyde

Procurement Department, Glasgow Royal Infirmary, 84 Castle Street

Glasgow

G4 0SF

#### **Contact**

Marie Slaven

#### **Email**

[marie.slaven2@ggc.scot.nhs.uk](mailto:marie.slaven2@ggc.scot.nhs.uk)

#### **Telephone**

+44 1412015388

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.nhsggc.scot/about-us/procurement/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10722](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10722)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.publiccontractsscotland.go.uk](http://www.publiccontractsscotland.go.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.go.uk](http://www.publiccontractsscotland.go.uk)

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Health

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Taxi and Transport Service for Passengers and Urgent Packages

Reference number

GGC0926

#### **II.1.2) Main CPV code**

- 60120000 - Taxi services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

NHS Greater Glasgow and Clyde (NHSGGC) requires a service to transport passengers and urgent packages in a timely, efficient and economic manner. Journeys figures stated are based on financial data from 2023/2024 and are for indication only. Figures are an approx. and not binding to NHSGGC. Below is breakdown of; Lot, area covered and approx. monthly journeys -

Lot 1 Glasgow City - 6000

Lot 2 East Dunbartonshire - 100

Lot 3 West Dunbartonshire - 80

Lot 4 East Renfrewshire - 100

Lot 5: Renfrewshire - 700

Lot 6 Inverclyde - 200

Lot 7 Blood Transport (Board wide) - 600

This business sector is at risk of infiltrations by serious and organised crime (SOC). NHSGGC has therefore enhanced the criteria and will follow NHSGGC Procurement department's SOC mitigation protocol. Economic operators must comply fully with the

conditions for participation set out in section III. Please read in conjunction with the Single Procurement Document which is provided via this contract notice.

#### **II.1.5) Estimated total value**

Value excluding VAT: £7,680,000

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### **II.2) Description**

#### **II.2.1) Title**

Glasgow City

Lot No

1

#### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

#### **II.2.3) Place of performance**

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow City

#### **II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 1 is for journeys required in the Glasgow City area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability

and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 1 Glasgow City - 6000

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

#### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

East Dunbartonshire

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

### **II.2.3) Place of performance**

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond
- UKM82 - Glasgow City

Main site or place of performance

East Dunbartonshire

### **II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 2 is for journeys required in the East Dunbartonshire area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 2 East Dunbartonshire - 100

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

West Dunbartonshire

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

### **II.2.3) Place of performance**

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

West Dunbartonshire

### **II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 3 is for journeys required in the West Dunbartonshire area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 3 - West Dunbartonshire - 80



### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

East Renfrewshire

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

### **II.2.3) Place of performance**

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

East Renfrewshire

### **II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 4 is for journeys required in the East Renfrewshire area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 4 East Renfrewshire - 100

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

**II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Renfrewshire

Lot No

5

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

### **II.2.3) Place of performance**

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire

### **II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 5 is for journeys required in the Renfrewshire area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 5 Renfrewshire - 700

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2) Description**

#### **II.2.1) Title**

Inverclyde

Lot No

6

### **II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

### **II.2.3) Place of performance**

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Inverclyde

### **II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 6 is for journeys required in the Inverclyde area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 6 Inverclyde - 200

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2) Description**

#### **II.2.1) Title**

Blood Transport (Board wide)

Lot No

7

**II.2.2) Additional CPV code(s)**

- 60120000 - Taxi services

**II.2.3) Place of performance**

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond
- UKM82 - Glasgow City
- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Greater Glasgow &amp; Clyde

**II.2.4) Description of the procurement**

NHSGGC covers almost 400 different locations across the Greater Glasgow and Clyde (GGC) area. NHSGGC require a transport service for passengers and critical deliveries around GGC sites and further afield. Lot 7 is for journeys required in the Glasgow Glasgow & Clyde area.

The overall objective of this contract Lot is to provide NHSGGC with a service to transport passengers and critical deliveries in a timely, efficient and economic manner. Availability and punctuality are essential to this service.

The journeys stated below are for indication only and not binding to NHSGGC.

Lot 7 Blood Transport (Board wide) - 600

**II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 30

Cost criterion - Name: Commercial / Weighting: 70

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12



This contract is subject to renewal

Yes

Description of renewals

3 x 12 month extension periods

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

The number of companies shortlisted for Invitation to tender (ITT) will be limited to 5. Responses will be scored based on the criteria set out in section III and the successful bidder's details will then be passed to the Serious and Organised Crime Interventions, Greater Glasgow Division of Police Scotland for further vetting. Bidders must obtain a score of 80% in the SPD Scored questions to be eligible for shortlisting.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

**III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

#### List and brief description of conditions

All economic operators (EO's) must complete the Single Procurement Document (SPD) via the Public Contracts Scotland (PCS) portal. EO's must read the SPD in conjunction with all of the sections set out below. Failure to provide information will exclude EO's from participation in the tender stage.

With reference to section 3A of the SPD and in line with NHSGGC SOC protocol, EO's must complete and return the Stakeholder Information form which is uploaded with this Contract Notice. The Board will verify all the foregoing responses by providing copies of all information submitted to the Greater Glasgow Serious Organised Crime Interventions, Police Scotland who will undertake criminal history conviction checks on all those individuals identified. To assist in such verification process, organisations must provide the information requested in respect of each individual who falls within any one or more of the categories detailed in the form. This is a pass/fail question. In failing, EO's will be excluded from participation in the tender stage.

With reference to section 3A of the SPD and in line with NHSGGC SOC protocol, EO's must complete and return the Declaration of Non Involvement in Serious Organised Crime form which is uploaded with this Contract Notice. The Board will verify all the foregoing responses by providing copies of all information submitted to the Greater Glasgow Serious Organised Crime Interventions, Police Scotland who will undertake criminal history conviction checks on all those individuals identified above. To assist in such verification process organisations must provide the information requested in respect of each individual who falls within any one or more of the categories detailed in the form. This is a pass/fail question. In failing, EO's will be excluded from participation in the tender stage.

With reference to SPD Question 4A2a, EO's must confirm all drivers providing services to NHSGGC for this contract, must have the required level of disclosure in line with the Disclosure Scotland guidance, prior to the commencement of the contract. This is a pass/fail question. In failing, EO's will be excluded from participation in the tender stage.

With reference to SPD Question 4A2a, EO's must confirm all drivers providing services to NHSGGC for this contract must receive Level 1 Child Protection Training prior to the commencement of this contract. This is a pass/fail question. In failing, EO's will be excluded from participation in in the tender stage.

### **III.1.2) Economic and financial standing**

#### List and brief description of selection criteria

With reference to SPD question 4B1a, EO's are required to state turnover for the last three (3) financial years.

Mandatory criteria: Turnover for each year stated must be at least 2 times the estimated contract value stated in the Contract Notice.

With reference to SPD question 4B6, EO's are required to provide the following ratios

- Current Ratio (Liquidity Ratio) of the Company (total current assets divided by total current liabilities) — Acceptable Range is  $>0.99$

- Net Profit Margin of the Company (net profits divided by revenue  $\times 100$ ) -- Acceptable Range is  $>0$  (i.e. positive) or higher

These ratios will be used to assess the EO's financial strength and security; and to determine whether a parent company guarantee or another instrument may be required by the Authority.

With reference to SPD question 4B6, and in line with NHSGGC's SCO protocol, EO's must provide one copy of the organisation's FULLY audited accounts and if applicable the accounts of the group for the last three financial years, together with details of any significant changes since the last year end. The counts should be in English and in UK Sterling. If the original documents are not in English, please provide copies of the original and a certified translation into English. If the sums in the accounts are not expressed in UK Sterling, please provide copies of the originals and a UK Sterling rate equivalent copy utilising the pound buys exchange rate applicable on date of the contract advert. The auditors must certify the equivalent copy accounts. The original accounts should have been signed and dated by Directors and auditors or marked as draft. This is a pass/fail question. In failing, EO's will be excluded from participation in the tender stage. Should you wish the financial information from your parent company or group to be taken into consideration then a Parent Company Guarantee must be completed and returned. If a duly signed parent company guarantee in this form is not included in with your response, the financial information of the organisation submitting the questionnaire will be assessed. If an organisation is exempt to the requirement to publish audited accounts under the Companies Act 2006 or under The Charities Accounts (Scotland) Regulations 2006, then two years unaudited accounts should be provided together with a statement from the company's principle banker. If an organisation is exempt from the audit requirement you must supply the last 2 years annual accounts certified by an independent Chartered Accountant or accompanied by a positive banker's reference.

With reference to SPD question 4B.6, and in line with NHSGGC's SOC protocol, EO's must provide the organisation's bank details on a company letterhead. A template of what information is required has been uploaded with this Contract Notice. This is a pass/fail question. In failing to provide, EO's will be excluded from participation in the tender stage.

With reference to SPD question 4B.6, and in line with NHSGGC's SOC protocol, EO's must provide appropriate statements from your principle bankers providing information as

to funding and cash flow capacity to undertake the contract. This is a pass/fail question. In failing to provide, EO's will be excluded from participation in the tender stage.

Minimum level(s) of standards possibly required

With reference to SPD question 4B5b, EO's must hold and evidence Employer's (Compulsory) Liability Insurance = GBP5m. If EO's do not currently have this level of insurance, they must agree to put it in place prior to contract commencement. This is a pass/fail question. In failing, EO's will be excluded from participation in the tender stage.

With reference to SPD question 4B5c, EO's must hold and evidence Public Liability Insurance = GBP10m. If EO's do not currently have this level of insurance, they must agree to put it in place prior to contract commencement. This is a pass/fail question. In failing, EO's will be excluded from participation in the tender stage.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

With reference to SPD question 4C1.2 EO's are required to provide examples that demonstrate they have the relevant experience to deliver the services. Examples must be from within the last three (3) years. Bidders must provide details of four (4) instances of the organisation's experience in delivering services similar to those described. If applicable, the Board would prefer these similar services to be

related to a contract undertaken by the consortium or the leading company and their sub-contractor(s). Use the template uploaded with this Contract Notice only to respond. If you do not provide 4 examples of experience or references, this will be a non-compliant request to participate and your tender will be excluded from the tender stage. This is a scored question with a weighting of 40%.

With reference to SPD question 4C8.1 EO's are required to confirm their average annual manpower for the last three years? This is a scored question with a weighting of 25%.

With reference to SPD question 4C9 please provide details of IT & Software systems in place to service current contracts? This can include but not limited to Call Centre Booking Systems, Customer Booking Websites, Customer Taxi Booking Apps, Android Apps for Drivers. This is a scored question with a weighting of 25%.

With reference to SPD question 4C3a what contingency plan do you have in place for staff sickness/absence? This is a scored question with a weighting of 10%.

Minimum level(s) of standards possibly required

With reference to SPD question 4D.1 Tenderers must evidence or commit to obtain

ISO9001 or other documented quality management system endorsed by the organisation's chief executive or equivalent.

With reference to SPD question 4D.1 EO's must hold and evidence or commit to obtain, within 6 months of the contract start date, a whistleblowing policy consistent with the National Whistleblowing Standards that can be found at the following link:

<https://inwo.spsso.org.uk/national-whistleblowing-%20standards>

With reference to SPD question 4D.2 EO's must evidence or commit to obtain ISO14001 or other documented quality management system endorsed by the organisation's chief executive or equivalent.

## **III.2) Conditions related to the contract**

### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

With reference to SPD 4A1a, EO's providing hire car services within the Civil Government Scotland Act 1982 must confirm they have the relevant licenses. This is pass/fail. In failing EOs will be excluded from participation in the tender stage. With reference to SPD 4A1a, EOs providing hire car services within the Civil Government Scotland Act 1982 must confirm they have a Booking Office License issued by the appropriate council and must not be under suspension. This is pass/fail. In failing EOs will be excluded from participation in the tender stage. With reference to SPD 4A1a, EOs providing hire car services within the Civil Government Scotland Act 1982 must confirm they have a Private Hire Car or Taxi License issued by the appropriate council and must not be under suspension. This is pass/fail. In failing EOs will be excluded from participation in the tender stage. With reference to SPD 4A1a, EOs providing hire car services within the Civil Government Scotland Act 1982 must confirm they have a Private Hire car or Taxi Drivers License issued by the appropriate council and must not be under suspension. This is pass/fail. In failing EOs will be excluded from participation in the tender stage. EOs not providing hire car services as defined by the Civic Government Scotland Act 1982 must provide evidence-They are a fit and proper organisation e.g. letter of support from Police Scotland or Local Authority-They have a valid exemption certificate provided by the Local Authority

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

14 November 2024

Local time

1:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

25 November 2024

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 12 (from the date stated for receipt of tender)

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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

This is a sector identified at risk of infiltration by serious organised crime (SOC) by the Greater Glasgow Serious Organised Crime Interventions, Police Scotland and as such mitigating actions will be required as part of this procurement process. The procurement of the Taxi and Transport Service for Passengers and Urgent Packages will follow the NHSGGC Procurement Department's SOC mitigation protocol. EO's seeking to participate must provide the information required in this notice which will be pre-vetted by Greater Glasgow Serious Organised Crime Interventions, Police Scotland and NHSGGC Procurement team. Request information must be uploaded with response to this Contract Notice via PCS portal and/or within the SPD. Failure to supply required information will prevent the EO from proceeding to the tender stage.

As this contract involves a business sector at risk of SOC infiltration, sub-contracting is not allowed without the prior express agreement of the NHSGGC. Any sub-contractor will be required to be pre-vetted by the Greater Glasgow Serious Organised Crime Interventions unit of Police Scotland.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=779026](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=779026).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

EO's will be required to inform the Board if they intend to sub-contract in line with the requirements of the SPD.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community benefits are included in this requirement. For more information see

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows

A scoring community benefits question will be asked within stage 2 Invitation to Tender documents.

(SC Ref:779026)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=779026](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=779026)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom